

MINUTES
AUTISM TREATMENT FUND ADVISORY COMMITTEE
FEBRUARY 10, 2011

PRESENT:

COMMITTEE

Harper Randall
Peter Nicholas
Paul Carbone
Leeann Whiffen
Cheryl Smith

STAFF

Rebecca Giles
Holly Williams

GUESTS:

None

ABSENT:

NOTE TAKER:

Rae Sombrero: Department of Health

Agenda Item	Discussion
Welcome and Introductions Rebecca Giles	
Review Act	**DOCUMENT - Open and Public Meetings Act** Requirements were reviewed, questions addressed. Review will occur annually. For full transcript of the Act, contact Rebecca and I will send it to you. No public was present therefore no public comment offered.
Report	**DOCUMENT: FY 2010 Report to Legislature – Autism Treatment Account** Committee must prepare a report once per year which is given to the Utah Department of Health (UDOH) Executive Director and the legislature. Report was prepared by Holly Williams in November 2010.
Autism Treatment Account - Discussion	Committee reviewed the law setting up and governing the Autism Treatment Fund Account. Each section was reviewed. Specific issues identified: Is committee responsible for soliciting funds answer "no" Need for developing rules If process involves public, then a rule is needed; if process only involves the committee, then rule is not necessary. Committee felt there is a need for a rule. Process for amending rules Can be amended but long process involved
Agenda (Review the Charges) -Rebecca Giles	**DOCUMENT – AGENDA** Our first charge is to select a Chair
Motion to elect	Committee nominates Leeann Whiffen as Chair Harper Randall: 1 st

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	<p>Paul Carbone: 2nd</p> <p>All voted in favor and Leeann accepted</p>
<p>Administrative Rules</p> <p>-Rebecca Giles</p>	<p>**DOCUMENT – ADMINISTRATIVE RULES**</p> <p>**DOCUMENT – UTAH ADMINISTRATIVE RULEMAKING PROCESS**</p> <p>Brief overview of Administrative Rules. Most important thing about rules is the 'binding effect of law'. The law says this and the rules say how to accomplish this committee may make rules, make it publicly available and have a public comment period. We then review the comments, publish the rule. And then enforce the rule.</p>
<p>Draft Rule: Autism Treatment Account</p> <p>-Rebecca Giles</p>	<p>**DOCUMENT – DRAFT RULE**</p> <p>(The purpose of this rule is to identify qualifications criteria for selecting services and treatment...)</p>
<p>Discussion on Draft Rule</p>	<p>Committee reviewed draft rule prepared by UDOH staff.</p> <p>Purpose and authority:</p> <p style="padding-left: 40px;">No major discussion – approved as written</p> <p>**DOCUMENT – DRAFT RULE: #3B (PROCEDURES)</p> <p>Criteria and Procedures</p> <p style="padding-left: 40px;">Definitions of provider</p> <p style="padding-left: 80px;">Discussion about services and all agreed that this would include services generally accepted by the medical community or American Academy of Pediatrics Guidance for the Management of Children with ASD</p> <p style="padding-left: 40px;">Process for submitting requests</p> <p style="padding-left: 80px;">Request for Proposals (RFP) process recommended</p> <p style="padding-left: 120px;">Examples will be reviewed at a future meeting</p> <p style="padding-left: 40px;">Frequency of request review</p> <p style="padding-left: 80px;">Once per year when funds are available</p> <p style="padding-left: 40px;">"Service and treatment provider" and "therapy" definitions</p> <p style="padding-left: 80px;">All members were in agreement to define therapy as early, intensive behavioral therapy as this supports the intent of the legislation.</p> <p style="padding-left: 40px;">Reports needed from funded providers</p> <p style="padding-left: 80px;">All agreed that this requirement could be spelled out in the RFP</p>
<p>Next Steps & To Do</p>	<p>Rebecca: Send out to committee for review and send it to legal counsel.</p> <p>Motion made. All in favor</p>
<p>Next meeting's agenda</p>	<p>Conflict of Interest</p> <p>Other policies</p> <p>Sample RFP</p>
<p>Future Meeting</p>	<p>Thursday, April 7, 2011: 12:00 – 2:00 pm</p>
<p>Adjourn</p>	<p>1:55 pm</p>